

BOARD MINUTES
UNIFIED COMMUNITY SERVICES
Wednesday, September 21, 2011
200 W. Alona Lane, Lancaster, WI 53813

MEMBERS PRESENT: Julee Albers, Judy Friar, Mel Masters, Dwight Nelson, Mark Stead (Chair), Charles Stenner, Mary Ellen Tredinnick (Sec.) and Ryan Walmer.

MEMBER EXCUSED: David Bauer, John Beinborn and Mike Tiber.

OTHERS PRESENT: Neal Blackburn, Jan Sudmeier, Cheryl Knapp, and Nancy Schmitz.

1. CALL TO ORDER/ROLL CALL: 7:00 p.m.; quorum present.
2. COMPLIANCE and MINUTES: Ryan Walmer moved to report meeting in compliance with open meetings law, approval of agenda and approval of the minutes of August 17, 2011 Board meeting. Motion seconded by Julee Albers and passed.
3. BILLS: Mary Ellen Tredinnick moved approval for payment of the bills for August, 2011 as reviewed. Motion seconded by Judy Friar and passed.
4. REPORTS: Audit Report for 2010 given by Jan Sudmeier. Financial report for August, 2011 given by Jan Sudmeier. Two Family Support Capital Acquisition purchases presented by Jan Sudmeier. Personnel report for August, 2011 given by Cheryl Knapp. Personnel Committee Report given by Charles Stenner: Approved revisions to Employee Handbook, policy changes, changes in insurance benefits, Wisconsin Retirement deductions. Finance Committee Report given by Mark Stead: Credit card request for bookkeeper approved, create new case management position, \$2,500 salary adjustment for non-rep and AFSCME and to make Teamsters whole for 2012 for insurance, refer to personnel committee recommendations presented to the full board. Chairman's report: None. Neal Blackburn presented the Director's report as follows:
 1. Personnel Committee will need to meet at 6:30 p.m. on 10/19/11 before regular Board meeting.

Dwight Nelson moved to accept reports and place on file. Motion seconded by Mel Masters and passed.
5. INTRODUCTIONS: None.
6. CLOSED SESSION: Charles Stenner moved to convene in closed session pursuant to Sec. 19.85 (1)(c), and (e) Wisconsin Statutes, to consider matters related to employment, promotion, and compensation of employees. Motion seconded by Mary Ellen Tredinnick. A roll call vote was taken with results as follows: Julee Albers: yes; Judy Friar: yes; Mel Masters: yes; Dwight Nelson: yes; Mark Stead: yes; Charles Stenner: yes; Mary Ellen Tredinnick: yes and Ryan Walmer: yes. Motion passed.
7. CONVENE TO OPEN: 7:43 p.m

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8. 2012 BUDGET: Reviewed budget details and committee recommendations. Mel Masters moved to approve 2012 budget with the exception of a \$1500.00 wage adjustment this year and possibly a \$1500.00 wage adjustment next year. Motion failed for lack of second. Charles Stenner moved to approve 2012 budget as submitted. Motion seconded by Mary Ellen Tredinnick. Motion carried with two negative votes.

9. ADJOURNMENT: Dwight Nelson moved to adjourn at 7:50 p.m. Motion seconded by Mel Masters and passed. Next meeting will be October 19, 2011 at Unified Community Services in Lancaster.

Nancy Schmitz, Recorder

Mary Ellen Tredinnick, Secretary